

## MINUTES OF A ZOOM MEETING OF THE BOARD OF DIRECTORS OF CQRA LTD

Held on Monday 9<sup>th</sup> of January 2023 at 7.00 pm

### PRESENT:

Martin Boyd (MB) Chairman	Tim Combe (TC)	James Ker-Lindsay (JKL)
Rosie Moore (RM)	Marcus Perkins (MP)	Graham Harris (GH)
Fiona Tolmie (FT)	Brian Cheetham (BC)	Anastasiya Prolomova (AP)

		ACTION
1	<b>APOLOGIES</b>  None	
2	<b>DECLARATIONS OF INTEREST</b>  None	
3	<b>MINUTES OF PREVIOUS MEETING</b>  The minutes of the meeting held on 14 <sup>th</sup> of November 2022 were received and approved without further amendment	
4	<b>SPORTS DIRECT (SDI) REDEVELOPMENT</b>  BC reminded that SD sub Group had a conference with Counsel on the 9 <sup>th</sup> of December 2022 where Counsel advised that we should obtain an expert report from our RoL Consultant.  BC then continued that: <ul style="list-style-type: none"><li>• Survey work has now been completed for the report and is currently being analysed.</li><li>• It might have been appropriate to inform SDI about this report to shorten the next steps and continue negotiations to avoid the case going to court.</li><li>• Planning application made by SD has not moved forward at all.</li></ul> FT added that: <ul style="list-style-type: none"><li>• A meeting was held with Roger Hayes where it was agreed that once the report is analysed, another meeting will be arranged with the Ward Councillors and Planning Officer for further discussions.</li></ul> MB asked when the report is likely to be completed. BC answered that it could be by the end of this month.	

	<p>MB asked BC if the Consultant would use the photographic evidence in his report as this could also help significantly with the case. BC answered he would ensure this would not be missed.</p>	
<b>5</b>	<p><b>SITE ISSUES</b></p> <p>TC reported that:</p> <ul style="list-style-type: none"> <li>The new main entrance signage agreed is currently waiting for an installation date. A “slot in / slot out” system has been put in place on this signage to enable easy name changes when a commercial unit changes. The sign will also be lit.</li> </ul> <p>The board also discussed the following:</p> <ul style="list-style-type: none"> <li>Sewage / flooding in SH garage which also affects one of the lifts.</li> <li>Antisocial Behaviour. A leaseholder had queried what legal or lease grounds he/she would need in order to make a complaint. The advice would be that in order for CQRA Ltd to take any action regarding the lease, evidence would be required from the complainant, including a diary of any issues which arose. It is difficult to challenge potential breach(s) of the lease without evidence. Ideally the matter should be referred to Environmental Services. Should legal action be taken, the lease requires CQRA Ltd to be indemnified against any liability for any legal costs incurred. The Board agreed it will continue to monitor this issue.</li> </ul>	
<b>6</b>	<p><b>BUDGET</b></p> <p>MB noted that:</p> <ul style="list-style-type: none"> <li>The latest version of the Budget was sent to the Board, however DB doesn’t have a figure yet for the building insurance. Several quotes are currently being obtained and it was agreed that service charge demands would be sent by the end of January once the quotes are finalised.</li> <li>Overall, there is no significant increase compare to the last year, and taking into account that electricity and water prices increased, DB still managed to budget nearly the same amount as last year.</li> <li>Assessing fire doors has not yet been finalised due to changing information and is still being looked for the best acceptable solution.</li> <li>Bridge remediation works – it was noted to HML that not all the works were as urgent as the contractor had suggested. It was agreed that only required works would go ahead at this stage.</li> </ul> <p>FT enquired if it would be possible to add three year comparisons to ease understanding of the budget for Shareholders. MB said he would note it to DB.</p>	
<b>7</b>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>The progress of the “Way Finding” scheme was discussed which is still under development.</li> <li>Commercial Unit application has also been discussed. FT reported that our objections were accepted and adjusted with accordance to the Lease.</li> </ul>	

	<ul style="list-style-type: none"> <li>• GH informed that there are officially 17 Police Officers patrolling the town centre seven days a week. It was said that with the exception of areas around Westminster, Kingston Town Centre is the most policed ward in London.</li> <li>• GH also informed that CQ was invited to be part of the Town Centre Residents' Consultation to gather residents' ideas and recommendations to improve the Town Centre. A possible date is the morning of Saturday 4<sup>th</sup> of February. GH will inform the Board when this is decided.</li> <li>• No update yet received in terms of legal opinion on the use of our service road by SD.</li> <li>• Possibility of installing solar panels on the Theatre Block to be considered in more details which will be discussed with DB.</li> </ul>	
8	<p><b>NEXT MEETING</b></p> <p>Monday 13<sup>th</sup> of March 2023</p>	

**Date of Board approval: 13<sup>th</sup> March 2023**